2012

State of Michigan

Advanced CERT Program
Overview and Guide

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Overview

The Michigan State Police, Emergency Management and Homeland Security Division (MSP-EMHSD) coordinates the Community Emergency Response Team (CERT) efforts for the state of Michigan. Michigan has a very large, active, base of CERT volunteers. In a furthering effort to keep those volunteers current and allow seasoned CERTs to excel, the MSP-EMHSD has created the Advanced CERT Designation (ACERT-D). The mission of the ACERT-D is to:

> *Provide the seasoned CERT volunteer with an advanced training program that will make them a better rounded and better trained member of the CERT volunteer force.*

To accomplish this, the ACERT-D has been developed, identifying **Required and Elective** courses to give the candidate training in a variety of topics not covered in the basic CERT curriculum. This program is managed by the ACERT Committee (ACERT-Comm).

Required Courses (see Appendix A) are identified to help enhance the CERT volunteer's general knowledge and skills while, **Elective Courses** are selected to increase individual knowledge in specialized areas of expertise. Candidates for the ACERT-D must complete 60 hours of **Elective Courses.** (A list of these courses can be found in Appendix B of this document.)

Further, to maintain the ACERT-D, the member must participate in annual **Continuing Education** Sessions (see Appendix C). Continuing Education is intended to maintain the connection between volunteer and professional.

Michigan Community Emergency Response Teams have proven to be a valuable asset and resource to first responders and emergency managers in our state. Through their volunteer dedication and efforts our state is better prepared to answer to disasters or emergencies. The Michigan ACERT-D is intended to enhance those efforts.

ACERT Stand-Alone Course (ACERT-C)

The ACERT mandatory Stand-Alone course is an 8-hour session designed to give the ACERT candidate essential training in areas needed to meet general mission capabilities, but are not given in basic CERT training. Classes include, but are not limited to: Arcs and Sparks; Best Practice Sharing; Emergency Management; Flood Safety; Individual Liability and Traffic Control.

Sample Class Agenda:

Advanced CERT
(Date Here)
(Location Here)
Training designed for the seasoned
Community Emergency Response Team (CERT) volunteer

Time:

8:00am – 8:15am	Welcome and Introductions (Staff)
8:15am – 8:50am	CERT Updates – National, State, and Local
8:50am – 9:00am	Break
9:00am – 9:50am	Arcs and Sparks
9:50am – 10:00am	Break
10:00am – 10:50am	Liability
10:50am – 11:00am	Break
11:00am – 12:00pm	Traffic Control
12:00pm – 1:00pm	Lunch
1:00pm – 1:50pm	Emergency Management Overview
1:50pm – 2:00pm	Break
2:00pm – 2:50pm	Flood Safety
2:50pm – 3:00pm	Break
3:00pm – 4:30pm	Best Practice Sharing
4:30pm – 5:00pm	Summary and Conclusion (Staff)

Initial Program Requirements:

To earn the ACERT-D, a candidate must meet the following criteria:

- Be a member in good standing with their local CERT Program;

- Be recommended by their local/Regional CERT Council;

- Submit application through their local CERT Coordinator;

- Complete the **Required** courses. (see Appendix A – this list details the class to be taken; who are --- authorized to instruct those classes; estimated number of hours to complete each class; and estimated cost, if any, for the class.);

- Complete 60 hours of **Elective** course instruction (see Appendix B);

- Complete and pass the ACERT-D Exam;

- Submit all pertinent certificates and course confirmations with completed Candidate Application (see Appendix D) to local CERT Coordinator who will then submit to MSP-EMHSD.

The ACERT-Com will review individual requests for the ACERT-D at least once yearly. It is the intent of MSP-EMHSD to award the ACERT-D to program graduates at the annual Citizen Corps conference.

Your CERT Coordinator can be found at:
http://www.citizencorps.gov/cc/CertIndex.do?reportsForState&cert=&state=MI

Maintenance of Designation

At the time in which an ACERT-D has been awarded, it is the designee's responsibility to complete a minimum of 16 hours of annual **Continuing Education** (see Appendix C.) If requested by the ACERT-Com, the designee will show proof within 30-days of maintenance of designation.

Appendix A

Advanced CERT-Designation
Required Classes

Class Name	Authority to Teach	Time (hours)	Contact Info/Sign up Info
Basic CERT	Local CERT	20	Emhsd-citizencorps@michigan.gov
Basic CPR/AED or better	-Red Cross -National Safety Council -American Heart	4	http://www.redcross.org/en/takeaclass http://train.nsc.org/ntc/newtcal01.aspx http://www.heart.org/HEARTORG/CPRANDECC/CPR_UCM_001118_SubHomePage.jsp
First Aid	-Red Cross -National Safety Council -American Heart	4	http://www.redcross.org/en/takeaclass http://train.nsc.org/ntc/newtcal01.aspx http://www.heart.org/HEARTORG/CPRANDECC/CPR_UCM_001118_SubHomePage.jsp
Advanced CERT Class	MSP-EMHSD	8	Emhsd-citizencorps@michigan.gov
Skywarn	National Weather	2	http://skywarn.org/
CERT & Animal Response Part I	Local CERT	4	Emhsd-citizencorps@michigan.gov
CERT & Animal Response Park II	Local CERT	4	Emhsd-citizencorps@michigan.gov
Intro to IC (IS-100)	Online	3	http://training.fema.gov/is/crslist.asp
Basic IC (IS-200)	Online	3	http://training.fema.gov/is/crslist.asp
NIMS (IS-700)	Online	3	http://training.fema.gov/is/crslist.asp
Emergency Planning (IS-235)	Online	10	http://training.fema.gov/is/crslist.asp
Leadership and Influence (IS-240)	Online	9	http://training.fema.gov/is/crslist.asp
	TOTAL	**74**	

Appendix B

Advanced CERT-Designation
Recommended Elective Classes

Class Name	Authority To Teach	Time (hours)	Contact Info/Sign Up Info
Basic Disaster Life Support	Local Health Dept	8	http://www.michigan.gov/mdch/0,1607,7-132--96747--,00.html
Advanced Disaster Life Support	Local Health Dept	16	http://www.michigan.gov/mdch/0,1607,7-132--96747--,00.html
Ham Radio	Local RACES Teams	8	http://www.qsl.net/races/links.html http://www.arrl.org/licensing-education-training
CERT Portable Radio Fundamentals Part I	Local CERT Teams	2	http://www.fcc.gov/pshs/clearinghouse/cert.html
CERT Portable Radio Fundamentals Part II	Local CERT Teams	2	http://www.fcc.gov/pshs/clearinghouse/cert.html
CERT TTT	MSP-EMHSD	16	Emhsd-citizencorps@michigan.gov
CBRNE/WMD Technician for Hazmat Incidents	MSP-EMHSD	24	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Damage Assessment Applications	MSP-EMHSD	4	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Exercise Design & Development	MSP-EMHSD	32	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
HazMat Response	MSP-EMHSD	16	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Leadership Principles (MI-Train 1017933)	MSP-EMHSD	16	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Public Information (MI-Train 1017932)	MSP-EMHSD	16	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
ICS 300	MSP-EMHSD	16	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
ICS 400	MSP-EMHSD	16	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Developing Volunteer Resources (MI-Train 1017935)	MSP-EMHSD	24	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Command Post Operations (MI-TRAIN 1017411)	MSP-EMHSD	8	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Disaster Emergency Admin (MI-TRAIN 1017935)	MSP-EMHSD	8	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html

Emergency Planning (MI-TRAIN 1017365)	MSP-EMHSD	8	http://www.michigan.gov/msp/0,1607,7-123-1593_3507_5914---,00.html
Intro to Exercise Design (IS-120)	On Line	10	http://training.fema.gov/is/crslist.asp
Decision Making & Problem (IS-241)	On Line	8	http://training.fema.gov/is/crslist.asp
Effective Communication (IS-242)	On Line	8	http://training.fema.gov/is/crslist.asp
Developing & Managing Volunteers (IS-244)	On Line	10	http://training.fema.gov/is/crslist.asp
Intro to Pandemics (IS-520)	On Line	1	http://training.fema.gov/is/crslist.asp
Emergency Response to Terrorism (Q-534)	On Line	6	http://training.fema.gov/is/crslist.asp
Functional Needs (IS-197)	On Line	4	http://training.fema.gov/is/crslist.asp
National Response Plan (IS-800)	On line	3	http://training.fema.gov/is/crslist.asp
EOC Management & Operation (IS-775)	On line	4	http://training.fema.gov/is/crslist.asp
Guides To Points of Distribution (IS-26)	On-line	4	http://training.fema.gov/is/crslist.asp
Critical Incident Stress Management (CISM)	Local Health Dept	16	http://www.michigan.gov/mdch/0,1607,7-132--96747--,00.html
Psychological First-Aid	Red Cross	4	http://www.redcross.org/en/takeaclass
Rehydration Program	Salvation Army	6	http://www.usc.salvationarmy.org/usc/www_usc_emi.nsf
	Total	**324**	

*CERT volunteers are required to take 60 hours of elective courses

Appendix C

Advanced CERT-Designation
Continuing Education Requirements

Class Name	Authority To Teach	Time (hours)	Contact Info/Sign Up Info
Summit Conference	MEMA	24	www.michigan.gov/emhsd
Citizen Corps Conference	MSP-EMHSD	16	Emhsd-citizencorps@michigan.gov
Homeland Security Conference	MSP-EMHSD	24	www.michigan.gov/emhsd
CERT Games	MSP-EMHSD	16	Emhsd-citizencorps@michigan.gov
Citizen's Police Academy	MSP-EMHSD	16	Emhsd-citizencorps@michigan.gov
MRC Retreat	State MRC	8	Emhsd-citizencorps@michigan.gov
Fire Corps Conference	State Fire Corps	8	Emhsd-citizencorps@michigan.gov
Volunteer Conference	MDCH	8	Emhsd-citizencorps@michigan.gov
Total		**120**	

*CERT volunteers would be required to take 16 hours of continuing education requirements each year
NOTE: The above conferences, 16 hours of elective classes, or required re-certification classes can be used to meet this requirement

Appendix D

Advance CERT
Designation Application

Required Courses	Hours	Date submitted and to whom	Copy of Certificate
Basic CERT 20-hour Course			
CPR/AED			
First Aid			
Skywarn			
CERT & Animal Response Part 1			
CERT & Animal Response Part 2			
Intro to IC (IS 100)			
Basic IC (IS 200)			
NIMS (IS 700)			
Emergency Planning (IS 235)			
Leadership & Influence (IS 240)			
Advanced CERT 8-hour Course			
Elective Courses	**Hours**	**Date submitted and to whom**	**Copy of Certificate**

Continuing Education	Hours	Date submitted and to whom	Copy of Certificate

*Copies of certificates must accompany this application or a letter from the Coordinator indicating the requirements have been fulfilled.

The applicant, for ACERT Designation, identified below, has reviewed the above material and believes that he/she meets all the requirements for ACERT Designation:

NAME: _____

ADDRESS:_____

CONTACT TELEPHONE NUMBER: _____

DATE CHECK LIST SUBMITTED: _____

Signature of Candidate: _____

Name of CERT Team: _____

Name of CERT Team Coordinator: _____

Signature of CERT Team Coordinator: _____

For Office Use Only

Date Received	Date Reviewed	Disposition